

## SUBJECT:

REQUESTING TO REINSTATE THE GIS CADASTRAL SPECIALIST POSITION AND TO REMOVE ONE OF THE GIS CARTOGRAPHY SPECIALIST POSITIONS IN THE FISCAL YEAR 2020 GIS DIVISION PERSONNEL BUDGET.

AGENDA OF: August 6, 2019

## ASSEMBLY ACTION:

Approved under Consent agenda  
8-6-19  
[Signature]

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER: \_\_\_\_\_

Route To:	Department/Individual	Initials	Remarks
	IT Director	[Signature]	7-22-19
	Finance Director	[Signature]	
	Borough Attorney	[Signature]	
	Borough Clerk	[Signature]	7/29/19 [Signature]

ATTACHMENT(S): Fiscal Note: Yes \_\_\_\_\_ No X

REASON FOR REQUEST: The request is to reinstate GIS Cadastral Specialist position and to remove one of the GIS Cartography Specialist positions in the fiscal year 2020 GIS Division Personnel budget.

The GIS Cadastral Specialist is the individual responsible for:

- The development, improvement, maintenance and oversight of the MSB cadastral fabric.
- Support of Assessments/tax roll thru tax map maintenance. At some level, this is a state requirement that the taxing authority be able to display to their citizens what their property taxes are based on.

- Fundamental development of GIS parcels (GIS parcels are derived from tax maps).
- Ongoing Improvement of spatial accuracy of the entire parcel fabric, which in turn leverages investments in aerial imagery and elevation datasets.
- Daily coordination of efforts of 1-3 1,000hr employees.

Parcel fabric maintenance involves:

- New subdivisions, 120/year (5 year average).
- Parcel changes such as highway takes, Public Use Easements etc. 154 per year (5 year average).
- Research for parcel/ROW/easement locations citizen and agency questions.
- Cadastral GPS mapping to improve parcel fabric spatial accuracy ("parcel shift").

Public exposure:

Because of its nature, the focus of much of this work is on areas with new development. These tend to be the areas driving economic growth and in the public "spotlight". Used by realtors, developers, surveyors, engineers, appraisers and other key professionals and citizens involved in economic development in MSB. The MSB web based parcel viewer receives on average over 600 hits per day, with the parcel fabric as its primary data layer.

Enterprise effects:

The parcel fabric is the most foundational of GIS datasets supporting boundary, taxable service area, community planning, E911 addressing, emergency response area and many other datasets and resulting analysis. Almost every map or app, paper or digital, developed by MSB GIS users depends on an accurate parcel fabric to provide accurate visualization and analysis of the issues involved.

Departments supported by this position:

- Finance / Assessments
- IT / GIS
- Planning / Platting
- Capital Projects
- Public Works
- DES
- Community Development / Land Management
- Clerks
- Borough Assembly
- Sister agencies (MTA, MEA, MSBSD, AKDOT&PF)
- Cities of Wasilla, Palmer, Houston.
- General Public

The GIS Cadastral Specialist duties require specialized knowledge, skills, and abilities. These skills and abilities are not shared, nor duplicated, by any other GIS Specialists within the Borough. Failure to replace this position in a timely manner will result in not only an incomplete parcel fabric, but also degradation of the accuracy of the fabric, which has been the focus of significant improvement efforts over the last five years.

The IT Department is one deep in the full time GIS Cadastral Specialist position. The department is four deep in the GIS Cartography Specialist position. Understanding that personnel reductions must be made, the department can more easily manage a reduction in Cartography than the critical Cadastral position.

The Cadastral position has been vacant since the hiring freeze has gone into effect and the specialist resigned. A Cartography position went vacant when a member retired at the end of June.

**SUMMARY STATEMENT:** On May 29, 2019, the Matanuska Susitna Borough Assembly approved Ordinance 19-019 appropriating monies from the central treasury for the Borough operating funds for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

The GIS Cadastral Specialist position was removed from the fiscal year 2020 GIS Personnel Budget and was not included in this approval. This position is a critical position for the Borough. The GIS Division currently has four GIS Specialist positions with one being vacant. This vacancy allows an easier transition from having four GIS Cartography Specialists to having three and for the vacant GIS Cadastral position to be filled.

**RECOMMENDATION OF ADMINISTRATION:** The IT Department Director and the GIS Division Manager recommend the Assembly reinstate the GIS Cadastral Specialist position and remove the one GIS Cartography Specialist position in the Fiscal Year 2020 GIS Division Personnel Budget.